

NEBRASKA BUDGET REQUEST SYSTEM

USER SURVEY INSTRUCTIONS

Please complete the attached survey for all agency personnel who will use the budget system for the 2005 – 2007 biennial budget request. Contact your DAS – Budget Division budget analyst if you have questions regarding the survey.

Existing Users

User Information

- 1) Please place an “X” on the “Delete User?” line if the user ID is no longer needed.
- 2) Indicate the user’s phone number (to be used in the event of emergency downtime notification).

Desktop Configuration

- 1) Indicate what desktop OS (operating system) is on this user’s computer (used to access the budget system).
- 2) Indicate whether the computer this user will use to access the system is connected to the Internet.
- 4) Indicate whether the computer this user will use to access the system is connected to the State backbone.

System User Options

- 1) The budget system allows for a user’s access to be limited to a specific program(s) and subprogram(s). Please indicate any program or subprogram access restrictions to be applied to this user.
- 2) The budget system allows for a user’s access to be limited to specific areas of the system (i.e. budget request, capital construction, narrative). Please update any “module” restrictions to be applied to this user.

New Users

User Information

- 1) Please write in the name and phone number of all new users who should be given access to the system. A user ID will be assigned by Budget Division staff.

Desktop Configuration

- 1) Indicate what desktop OS (operating system) is on this user’s computer (used to access the budget system).

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- 2) Indicate whether the computer this user will use to access the system is connected to the Internet.
- 3) Indicate whether the computer this user will use to access the system is connected to the State backbone.

System User Options

- 1) The budget system allows for a user's access to be limited to a specific program(s) and subprogram(s). Please indicate any program or subprogram access restrictions to be applied to this user.
- 2) The budget system allows for a user's access to be limited to specific areas of the system (i.e. budget request, capital construction, narrative). Please indicate any "module" restrictions to be applied to this user.